

PR-HQ-01-12901
Questions and Answers (2/16/01)

- 1) Q: *Will the draft Statement of Work be issued before the RFP?*

A: Yes, the draft Statement of Work (SOW) will be issued before the Request for Proposals (RFP). It is presently undergoing review.

- 2) Q: *Will there be stringent conflict of interest clauses in the final contract?*

A: A determination is currently being made regarding conflict of interest and limitation of future contracting language to be included in the solicitation and award document. This information will be released in advance of the RFP.

- 3) Q: *Who is the incumbent contractor for this requirement?*

A:	Name:	ICF Consulting
		9300 Lee Highway
		Fairfax, VA 22031
	Contract#	68-W6-0024
	Title:	Pollution Prevention Program Support
	Period of Performance:	06/27/1996- 05/27/2001
	Maximum Potential value:	\$10,982,767.00
	Obligated amount	\$ 5,628,368.75

ICF Consulting was part of a former billion dollar company called ICF Kasier, Inc., but since 1999 is a privately held independent firm. For details, check out freely available information provided by business information services such as www.hoovers.com. The former parent company is now known as Kaiser Group International, Inc. For the current ICF Consulting website see: <http://www.icfconsulting.com>.

- 4) Q: *Would it be possible to get a copy of proposed rate schedules that would be typical for this contract? We would like to have some idea about the level of hourly professional rates acceptable for this type of contract? We are used to bidding on contracts which would reimburse us at our going rates which includes overhead and profit - occasionally we are asked to accept rates lower than our going rates for which we must make a business decision to go or no-go. Before we bid in areas where we haven't bid before, we would like to know whether we can be competitive and whether we will need to lower our rates if successful?*

A: No, there are no proposed rate schedules available for this requirement. In the case of

general technical and support services which are yet to be defined precisely, there should be far more emphasis placed on what resources you can offer now, and what a great value you can provide. If you are not competitive elsewhere, it will probably be very difficult to compete here, but you should be able to determine if you can compete now based on current market conditions. In the case of "Best Value to the Government awards" such as this will be, the price is only one of the factors involved in making the award. The evaluation criteria would identify other areas which can be of greater importance than price alone.

- 5) Q: *Can the Bidders List be provided for teaming opportunities?*

A: The List of Interested Firms has been posted as of 02/16/01 and will be updated periodically.

- 6) Q: *Where can I get more information on EPA's Pollution Prevention (P2) initiatives?*

A: You can get more information about EPA's P2 initiatives at the following websites:
<http://www.epa.gov.P2>
<http://www.epa.gov/epaoswer/hazwaste/minimize/p2.htm>

- 7) Q: *I would like to be considered as a subcontractor for this requirement. What should I do?*

A: Subcontractors are selected and proposed by the Prime contractors, so basically you need to work with Prime contractors. You might want to contact some of the firms on the List of Interested Firms directly to see if they need help in your areas of expertise, and ask if they would consider your firm as a team member for their proposal. You may also contact whoever gets the award for this RFP, after an award is made, and reach an agreement to be added to their available subcontractor list. As your company would not have been evaluated prior to Award, the addition of your company to that contract would then be subject to EPA Contracting Officer approval, depending on the nature of the pricing arrangement.

If you have not done so already, you may also wish to contact our EPA Office of Small and Disadvantaged Business Utilization for more information on doing business with EPA. Their Web page is at:

<http://www.epa.gov/osdbu/index.htm>

Our most current EPA Acquisition Forecast is located at:

<http://www.epa.gov/oam/main/forecast/01fore.pdf>

and the listing for this action is #154.

8) Q: *Will there be a need for laboratory services under this solicitation?*

A: No, laboratory services are not required.

9) Q: *How much of the work is anticipated to be technical support (i.e., research and studies) vs. information support (i.e., web site development, outreach, publications, etc)? (50-50?, 60-40?, 20-80?)*

A: This requirement is anticipated to require far more technical support than information support. A more specific distribution of effort for the tasks will be included in the SOW and RFP.

10) Q: *It would be helpful to know if any small business goals have been established for this procurement.*

A: EPA does have goals for the utilization of small businesses directly throughout the fiscal year as well as for subcontracting. The current subcontracting goals for FY2001 are (expressed in Percentage of Total Subcontracted Dollars):

Small Businesses	50%
Small Disadvantaged Businesses	20%
Women-Owned Businesses	6%
HUBZones	2%
Service Disabled Veterans	1%

These Agency Goals can also be viewed at our Office of Small and Disadvantaged Business Utilization (OSDBU) website:

www.epa.gov/osdbu (select "agency goals")

An evaluation factor will be included in this RFP related to proposed subcontracting goals and targets for various categories of business.

11) Q: *Is a pre-bid meeting to be held?*

A: We do not anticipate holding a pre-bid meeting at this time.

12) Q: *Will you send me a copy of the RFP?*

A: The EPA Internet site for this requirement was provided in the CBD synopsis. The synopsis also stated that, "The solicitation, amendments, and other related items will be posted on the site and can be downloaded. Hard copies will not be mailed out without written certification that internet capability is unavailable." Many requests have been sent in for a "hard copy" with no statement that internet capability is unavailable. Obtaining the documents through the internet helps cut down on Government printing

and processing costs, contractors can print out only those pages they are interested in having a paper copy of, and the document is made available to everyone instantly at your convenience rather than on a staggered basis through mail delivery. We will print a limited amount of paper copies and mail them to those companies that can not get it otherwise, but we strongly encourage accessing the RFP and related documents through the web site.

13) Q. *Where can I get more information on EPA contract opportunities?*

A. For those unfamiliar with our EPA Office Of Acquisition Management (OAM) web site at (<http://www.epa.gov/oam/>), by clicking over the OPERATIONS DIVISIONS listed at the top of the page, you will go to the specific EPA buying Division procurements index page for a listing of planned, current, and past contract opportunities. You may also click on the Search term listed in the Text Navigation bar of that page to search only within the OAM Web Pages which cuts down on hits related to other EPA office projects, and makes your search more meaningful if you are looking for contract opportunities. Searches are always more effective the more specific (and accurate) the term to match the document title or page text. The EPA Acquisition forecast document available from the main OAM page covers projected future acquisitions Agency-wide.